

# VisiCalc<sup>®</sup> PROGRAMMING

## NO EXPERIENCE NECESSARY

Simply the best way to learn VisiCalc<sup>®</sup>! Because this is the only self-instructional disk-and-guide that interacts directly with the VisiCalc program to teach it. So you learn VisiCalc while actually *using* it. Right at the computer. Right from the start.

You get immediate hands-on experience beginning with the basics and progressing step-by-step through advanced VisiCalc functions. When your computer screen matches the illustrated Checkpoints<sup>™</sup> in the guide, you're ready to move on. Make a mistake, no problem. At the touch of a key you're back to your last correct checkpoint. As you pass checkpoint after checkpoint your confidence

quickly grows. And so does your mastery of VisiCalc. All while building a real world Profit Analysis model completely from scratch.

In addition to the program disk, you get a 236-page indexed guide so you can review any part of the tutorial at any time. And a handy reference card lets you find any VisiCalc command instantly. As a bonus, you get five ready-to-run programs to add to your library: Time Management, Future Cash Flow Analysis, Portfolio Valuation, Retirement Planning, and a Loan Repayment Scheduler.

So why spend your time studying VisiCalc when you can actually be using it to solve your business problems? Now you can learn to use the VisiCalc electronic spreadsheet in *only 3 to 8 hours!*

Finally, here's a package that's versatile enough

- for anyone who's thinking about buying VisiCalc but doesn't want to spend days learning how to get started
- for anyone who already owns VisiCalc, but has yet to learn how to get the most out of it
- for experienced VisiCalc users who want to train others — *fast*.

Versions available for the IBM PC, Apple II/III + /Ile, Atari 800 and Atari XL and XLD Series, and the TRS-80 Model III. VisiCorp's VisiCalc program must be purchased separately. VisiCalc is a registered trademark of VisiCorp.

Little, Brown and Company  
Boston





# Sample pages from the guide.

Step-by-step instructions help you learn VisiCalc® quickly and easily.

## ENTERING VALUES

Now load another example into your VisiCalc matrix.

Type /SL. Type CP4 and press the ENTER key.

Look at the screen and notice that the cursor is on position A15, etc., and that the cursor is at this position. Find the keys which are located across the top of the keyboard. They are illustrated on Keypoint page 29.

Press the 1 key and quickly release it. Note that a 1 appears on the Edit Line. Now press the 1 key, hold it down and watch the 1 repeat to totally fill the Edit Line. Release the 1 key. This is a feature of the IBM PC that sometimes comes in handy. However, now we need to erase all those 1's.

Find the BREAK key. It is illustrated on Keypoint page 29. Press it. The BREAK key will make a beeping sound when pressed. So don't worry, this is not an error. The Edit Line is now blank. The BREAK key can be pressed at anytime to erase an entry and let you start again.

Type 1. While watching the Edit Line, press the BACKSPACE (BKSP) key (looks like a <-- and is located in the upper right-hand corner). The small cursor on the Edit Line erases the number 1. Press the BKSP key again. The Edit Line is completely blank. You can use the BKSP key to erase typing errors.

Now type 123456789. Find the ESCAPE (ESC) key located in the upper left-hand corner of the keyboard. Press the ESC key. What happens? The cursor on the Edit Line erased one character. Press the ESC key again. Each time you press it, one character is erased. Notice that there is no difference between the function of the ESC and the BKSP keys. You can use either key to erase typing errors.

### If you are hopelessly lost:

press the BREAK key to clear the Prompt Line  
type /CY to clear the screen  
continue at the top of this page

## checkpoint 4

A10	C	21	
A	B	C	D
1	COPYRIGHT	1983 BY	SHAFFER & SHAFFER, I.
2			
3	CONGRATULATIONS...	YOU HAVE	AGAIN
4		SUCCESSFULLY	
5		LOADED AN	
6		EXAMPLE 1	INTO
7		THE VISIC	ALC
8		MATRIX	
9	VALUES		
10	1000	<---ENTER	A VALUE
11	2000		
12	3000		
13			
14	FORMULAS		
15	6000	<---MATCH	THIS VALUE CHANGE
16	LABELS		
17			
18	INCOME	<---FIX T	HIS LABEL
19	EXPENSE		
20	PROFIT		
21			